

CITY OF REDMOND ARTS COMMISSION

MINUTES

February 12, 2004

Old Redmond Schoolhouse Community Center

“Voice the views of the community to Mayor and City Council in reference to all cultural endeavors.”

COMMISSIONERS PRESENT: Vice Chair Kay Tarapolsi, Jill Schmidt, Una McAlinden (arrived at 7:15 p.m.), Heidi Houghton, Latha Sambamurti, Kate Cochran, Roy Leban (arrived at 7:20 p.m.); Youth advocates Joscelyn Doleac and Nicole Rollofson

ABSENT AND EXCUSED: Chairperson Rebecca LaBrunerie, Phil Teller

STAFF PRESENT: Melna Skillingstead, Arts Administrator; Sandra Bettencourt, Recreation Program Manager; Pam Maybee, Recording Secretary

AUDIENCE PRESENT: None

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AGENDA

Note: Bold/italic text denotes Staff and Commissioner follow-up resulting from this meeting.

I. CALL TO ORDER

Vice Chair Tarapolsi called to order the regular meeting of the Redmond Arts Commission (RAC) at 7:08 p.m. at the Old Redmond Schoolhouse Community Center (ORSCC).

II. APPROVAL OF MINUTES

The RAC minutes of January 28, 2004 were approved with the following amendments:

- Page 4, C. RAC Video: Delete “City’s artwork inventory video...”; add “City’s Art Trek video...”

Motion for approval of the RAC minutes of January 28, 2004 as amended by:
Commissioner Schmidt

Second by: Commissioner Cochran

Motion carried: 5-0 unanimous

III. ADDITIONS TO AGENDA

General RAC Business:

- Fund Raising
- Redmond Art-focused Web Site
- Annual Report
- Joint Meeting Attendance
- General Budget

Visual Arts:

- Project status: Logo
- Staff Report: Fire Station Dedication

Arts Education:

- Project status: Grants – Horace Mann Artist Proposal

IV. ITEMS FROM THE AUDIENCE

No audience present

V. GENERAL RAC BUSINESS

A. Chair/Vice Chair

1. Meeting with Danny Hopkins, Parks and Recreation Director

LaBrunerie, Tarapolsi, and Skillingstead met with Danny Hopkins, Parks and Recreation Director, on the following topics:

- New City Hall Project Artwork: Hopkins was confident that RAC would be heavily involved with many artwork opportunities associated with the new City Hall project.
 - ◇ Four meetings will be held where the campus plan will be presented (March, April, May, and June). A RAC representative should be at all four meetings. (Note: Schmidt will be out of town from March 12 –24 and will miss the next RAC March meeting)
 - ◇ The consultant will come to the next RAC meeting (March).
 - ◇ Consultants will meet with Park Board and RAC, as well as a joint meeting with Trails Commission and the Pedestrian-Bicycle Advisory Committee next week.

- ◇ Percent for art would put the artwork budget at \$300,000.
- ◇ The architect will work with an artist from the beginning, therefore incorporating art in the building and making use of construction dollars.
- Outdoor Sculpture Exhibit: It will be moved to Redmond Town Center and other selected locations: Corner of 85th and 164th, near old Keeney's on Redmond Way, and other parks in the area. Commissioners Possibly would meet with Park Board for other ideas.
- Arts in the Parks: Considering Luke's Landing for Arts in the Parks since the City Hall site would be under construction. Businesses would be asked to provide parking.
- East Lake Sammamish Trail Art Project: Hopkins was very enthusiastic regarding the idea of the trail art project. He asked for parameters and costs concerning Doe Stahr's artwork idea along the trail in order to get more involvement with other cities in preparation for City Council presentation. Schmidt reported the letter of intent for the trail was rejected by the grant organization.
- Bear-Evans Creek Trail: Skillingstead reported there would not be any percent for art since the trail was built with grant funds.

B. Continuing Business – Task List

Commissioners updated the task list. Tarapolsi noted the Ongoing Tasks were moved into the Long-Term section.

Schmidt submitted a new design for the RAC roster, which was to help make it easier to read. Commissioners reviewed and approved of the design. This task was moved to the Historical list as accomplished.

The following was added to the task list:

- *Schmidt will re-design the agenda to include both the mission statement and goals.*
- *Schmidt will update the RAC phone line script.*

C. Cultural Plan Discussion

Commissioner Cochran reported that it had been more than a decade since the Cultural Plan was last updated. She noted challenges to address would be obtaining demographics of the community to find out if the plan represented their needs. Should RAC be interested in pursuing the update, they would need to get budget authority. It is not a staff driven project; rather, RAC would need to work with a consultant, a \$25,000 minimum endeavor (The City of Bellevue's budget is \$100,000 for their plan).

Houghton and Tarapolsi had applied in the past for a Rockefeller Grant to fund the Plan but were denied, and no other grant opportunities were available. Bettencourt added that

although they were not approved for a new program grant, it was timely to apply in the new budget cycle.

Skillingstead reported there is \$5,000 set aside in the \$1.25 per capita fund. She asked Commissioners to continue to apply for other grant funding. McAlinden suggested the Seattle Foundation as a possible grant source. Cochran noted, however, that foundations are usually not high grant dollars, and also RAC would be competing against organizations RAC is trying to support. Also, community foundations don't typically fund municipalities. Cochran believed the City of Redmond should pay for the Plan, since it should be the fundamental guiding principle.

Schmidt suggested writing a brief to Hopkins and the Mayor outlining the intent and idea. Bettencourt believed RAC would have rationale since it was not funded last time. Also, justification could be made with the background of grant attempts that failed or were not appropriate, emphasizing how important it is to build for the future. Bettencourt reported that new program budget items would be developed in the next few months, and gave the budget timeline:

- Summer: review at the department/mayor level
- Late summer/early fall: review by City Council
- November/December: final approval

Skillingstead suggested it would be good to have art-interest people (local arts agencies, not RAC) to come to Council and talk about the importance of the Plan.

Commissioners came to a general consensus to pursue funding for a Cultural Plan update; Cochran will take the lead.

Skillingstead explained that a Cultural Plan could be adopted into the City's Comp Plan, of which the City is now undergoing an update. Houghton added that the state mandates it to be done. Bettencourt confirmed that the City is funding a very small portion of the Arts part into the Comp Plan, but it is not enough.

D. Call for RAC Nominations

Tarapolsi nominated Rebecca LaBrunerie as Chairperson for a second term. Schmidt seconded. Schmidt advocated a 2-year run/commitment for a chairperson for the learning curve and to bring continuity to the Commission.

Schmidt nominated Tarapolsi as Vice Chair for a second term. Houghton seconded.

Voting for officers will take place in the March RAC meeting.

E. Reschedule RAC Mini-Retreat for March

Commissioners opted to not hold a March retreat; rather, they will cover funding and marketing separately in the RAC regular meetings.

F. Ticket Policy Issues Discussion

Tarapolsi read the City's policy and state law for attending events as RAC volunteers. She noted the Winter Performance Series' admission was free up until last year, but now they are charging and the revenues become City property. Commissioners may attend for free if they are volunteering or representing the RAC. If family members volunteer, they can get in for free, also.

Sambamurti will make a list of volunteers in order to coordinate who is working each performance. A family member volunteering must fill out the volunteer hours form (green sheet) and keep track of their time as well. Tarapolsi encouraged Commissioners to go to the events and wear their badges to be seen by the public as representing RAC.

G. Fund Raising

Cochran met with Houghton to address fund raising strategies. Cochran volunteered to facilitate a fund raising discussion with Commissioners. She is uncomfortable with going after grant funding when in competition with other grantees. Leban noted that any donation to any government organization is tax deductible (per tax code).

Cochran asked Commissioners what the Commission's stance should be. Schmidt proposed Cochran e-mail a list of questions for Commissioners to think about, especially in the areas of the three arts programs—Visual, Performing, and Arts Education. *Cochran will follow up.* Cochran advocated addressing what needs extra support, what kind of places to go to, what the implications are for each, and then come up with policies. Tarapolsi will include this topic on next month's agenda with answers to her questions along with additional thoughts and ideas.

Schmidt pointed out this is another reason to find out how important it is to serve the community, and what it takes to do it. The City would not know these answers until a cultural plan is developed. Skillingstead summarized that the new City Hall and fund raising would be the focus for the RAC March meeting. All other items and reports would be deferred to April, unless needing immediate attention.

H. Redmond Art-Focused Web Site

Leban shared his idea of reorganizing the RAC web site to include the arts events on the first page, with links to Commissioner info, etc. He maintained the current format is "backward"—now, first it is about Commissioners and not about arts.

- The front page would include most current programs examples: the Winter Performance Series, the ORSCC gallery, Outdoor Sculpture Exhibit, Arts in the Parks, etc.
- Commissioner information would be a click away.
- *Leban volunteered to build a prototype*, and design it as functional, so as to plug in different art, for example, every three months.
- Leban would also list other organizations (e.g., SecondStory Repertory) with links to their pages.

Doleac recommended he look at high school artists' work displayed at the Fire Station.

Leban will present a prototype at the next RAC meeting, and Commissioners will discuss at April meeting. Any ideas may be e-mailed to him.

I. Annual Report

Schmidt is gathering information for the 2003 Annual Report. She asked that all chairpersons send information and photos to her or Skillingstead by the end of next week, no later than 2/20/04. She will use last year's format as a guide. Schmidt announced that Richard Ruiz has offered to work on the report layout. *She will e-mail chairpersons to remind them to send their information and photos.*

J. Joint Meeting Attendance

Skillingstead, Houghton, Schmidt, and Tarapolsi (possibly) volunteered to attend the joint meeting Comp Plan discussion next Wednesday, 2/18/04, from 7:00 – 9:00 p.m. Skillingstead will e-mail Teller and LaBrunerie to invite them, also.

K. General Budget

Skillingstead distributed the handout of the 2003 general budget for expense and revenue, as well as the figures for January 2004.

VI. Visual Arts

A. Project(s) Status

1. Grass Lawn Park Artist Selection Status

Houghton reported the Grass Lawn Park Artist Selection is at the public input stage now, reviewing and commenting on the three artists' samples. Skillingstead reported that many good comments were being received. The samples will be displayed at the ORSCC until March 6. Advertisement was included in the newspapers.

Houghton announced the selection panel would meet before the next meeting to make a recommendation.

2. Art Outside the Box

Houghton reported on several talks with the City of Santa Fe. Notable information received was that for \$10,000 Santa Fe painted 25 boxes. Redmond's estimate is nine boxes for \$10,000. Houghton reasoned that Redmond should be able to do more boxes for the pilot project. She noted Redmond does have a higher cost of living, which would skew the comparison. Santa Fe sectioned the City and then designated the boxes within the sections. Teenagers talked to businesses about their history, etc., and came up with box designs with similar themes, yet different.

The Visual Arts Committee has not decided on sources of funding. Schmidt announced the pilot program would start by the end of March (before school is out). It will be a major discussion topic at the next committee meeting (2/23/04) and that information would then go out before the next RAC meeting. *Houghton will initiate the discussion.*

3. Outdoor Sculpture Exhibit Update

Tarapolsi reported a postcard mailing was done on February 6 to the artist and organization mailing lists. The adjusted schedule would be thus:

- Week of June 7: old exhibit going down, new going up
- Additional meeting on May 3 (after the selection committee) to go over pieces selected for Redmond Town Center

Teller, Skillingstead and Tarapolsi met with contacts from Redmond Town Center, who were excited about putting art pieces there. Suggested locations were along the Bear-Evans Creek trail and throughout the Center. Other site discussions:

- It is anticipated that King County Redmond Library would be taking two pieces.
- The downtown will have two pieces. The May 3 meeting will determine where those pieces will go.
- The Luke McRedmond site proved to be too wet for the heavy sculptures, and Farrel-McWhirter was too far away and vulnerable to vandalism.
- There has been discussion regarding the Saturday Market artists to possibly shift them over.

Redmond Town Center will hire contractors to dig holes and help install. No honorariums would come from them, however. Schmidt stated there was a good sense of cooperation with Town Center, noting they would also be interested in having pieces remain in certain locations after the Exhibit moves back to the campus. Leban cited examples of two cities that have concrete pads permanently in place, with art changing every year.

Commissioners discussed a name change for the Outdoor Sculpture Exhibit, e.g., to Outdoor Sculpture Garden. *They will decide on the name change at a future meeting.*

4. Campus Plan Update

Schmidt attended a meeting for the downtown campus Central Park Master Plan (see handout), specifically, the open space between the parking garage and City Hall building. In March, the consultant will bring ideas to the Commissions' meetings. Schmidt reported she had opportunity at the meeting to input art related needs. Broad concepts were discussed and general appearances for the park.

Schmidt noted that the consultant understands RAC wants art included in the project from the beginning. The architect who was present at the meeting stated that that would not be a problem.

5. Art and Trails Update

Schmidt reported RAC was rejected for a grant in response to the letter of intent, but added that Director Hopkins is very interested in the idea. Schmidt will send Doe Stahr's information to him. A presentation may be done at a Trails meeting in the future.

6. Fire Station Plaza Update

Judy Phipps bronze fire fighter has been installed. Skillingstead announced she is attempting to schedule the dedication for April 1, pending the Mayor's availability. Skillingstead has e-mailed other key people for their availability. There will be a script at the ceremony. The date may be published in the *Focus* magazine. Tarapolsi requested the *Redmond Reporter* also be present.

7. LLA Meeting Report

Schmidt and Skillingstead attended the LLA meeting and reported on the information gained. They learned that various other cities in King County are all working on film festivals. Schmidt proposed a way to contact each other would be to have a "circuit" of theatres where films could rotate through, giving more exposure to each film.

8. Web Icons

Schmidt suggested that the Arts Awards photos be used for web icons. Commissioners reviewed concepts she had designed and voted on their preferences.

9. RAC Logo

Schmidt distributed her logo ideas and asked Commissioners for input and voting.

10. Committee Meeting Report – January 19, 2004 (e-mailed notes)

Attendees: Houghton, Pam Rembold, Skillingstead, Schmidt

Outdoor Sculpture Garden:

- Status: Tarapolsi is developing a schedule for the next event.
- New site(s) to be selected. Tarapolsi/Skillingstead have meetings scheduled with Danny Hopkins and RTC to discuss best places for next exhibit.
- Final name choice: Outdoor Sculpture Garden. Recommend to RAC for adoption.

Art Outside the Box:

- Houghton is having on-going discussions with Santa Fe officials to determine their costs/directions/solutions etc. Decisions on the pilot will wait until more info is obtained.

Not Hollywood:

- Schmidt attended the last LAA meeting and learned that other King County cities are proposing independent/student film festivals. She discussed the idea of films selected having a “circuit of cities” in which to show. Other cities (Mercer Is./Maple Valley/Burien) liked the idea. The County is looking into a way for RAC to easily communicate about the project.

VA web info update:

- Schmidt sent a draft to all Commissioners. Comments will be integrated into next version.
- Photo icon ideas to be presented at next RAC meeting.
- Photo selection not yet done.

Photographer donation:

- Skillingstead received an offer to donate photo of kid(s) to ORSCC from Tammy DiDomenico of Bella Photography.
- Committee does not want to be seen as endorsing a commercial enterprise. Skillingstead was asked to write Tammy letting her know that we would accept a donation but would only place her name as photographer on plaque.

Student Gallery at City Hall:

- Houghton is researching costs for picture rails or other hanging methods.

Next meeting: 2/23/04, 7:00 p.m., ORSCC.

B. Funding

None

C. Marketing

None

D. New Business

None

E. Staff Reports

1. Cultural Tourism Grant Application

A Tourism grant could be used for the Outdoor Sculpture Exhibit. Tarapolsi showed Commissioners the cost figures for the Exhibit from last year: \$8,042.89, less \$1,000 from the Library, thereby making the total \$7,042.89. Tarapolsi projected the budget for this year's garden (based on last year's figures) and came up with \$7,915, less \$1,000 from the library, to equal \$6,915 needed.

Skillingstead suggested applying for the Tourism grant for \$7,000. The amount RAC has, \$5,750 from the Visual Arts program, would still be used. Twelve artists are paid \$6,000 for honorariums only. RAC would need to apply for the Cultural grant or adjust the money within the budget to cover the difference.

Skillingstead reported she is working with Karen Brandon, City Grant Writer, to frame the wording for the grant. Skillingstead noted the program is getting more expensive and it is important to increase the marketing (flyers, printing, etc.), especially since the Exhibit would be located off campus. Tarapolsi asked Commissioners to factor in that \$10,000 is being lost from a main supporter for Arts in the Parks, also. She reasoned that if the money is given to Arts in the Parks, or RAC is denied approval for the tourism grant, then they are still short for at least the honorariums. There is a cushion of 'extra artists,' which she would rather not alter.

Schmidt supported applying for the grant, writing it for the Outdoor Sculpture Exhibit. Skillingstead stated Karen Brandon recommended applying for \$5-\$7,000. The grant money and the budget would all be used. Tarapolsi, Brandon, and Skillingstead could meet to strategize if need be. *They will proceed with the tourism grant application as supported by the Commissioners.*

2. ORSCC Gallery Update

Skillingstead reported that six more artists have been chosen for the next show. EAFA will be displaying in May.

VII. Arts Education/Grants

A. Project(s) Status

1. Curriculum Update

- McAlinden showed Commissioners the final 3-6 grade curriculum lesson book. She thanked Leban who did the work of inserting RAC in the footer on all pages.
- Schmidt and McAlinden presented the book at the ATIF meeting, explaining the history of the making of it, and taking attendees through the book to show how the lessons should be used.

2. Arts Education Committee Focus

Plans of Arts Education Committee:

- Finding a new focus.
- Not ready to walk away from the curriculum project; will be looking for ways to support implementation.
- Will contact LWSD to possibly partner with them, e.g., co-sponsor training.
- Will discuss how to motivate the curriculum, how to implement, e.g., institute a grant to Redmond teachers; and consider what to put money toward.

3. Cultural Congress

McAlinden reported the committee submitted a proposal to do a hands-on workshop at the Cultural Congress, to be held April 25, 26, 27, 2004. However, Congress organizers decided to hold a panel discussion to talk about arts and community and how each arts education project ties in. One question must be submitted for discussion, but McAlinden noted it would not be the same as the proposal. Cochran clarified it is not a teachers conference, rather administrators looking to see impact.

The original purpose of holding a workshop at the Cultural Congress was to expose the type of lessons to a broader audience, to get feed back, and have an opportunity to showcase the lessons.

Houghton suggested doing a round table at an interactive lunch and break instead.

Schmidt offered to lead that; all Commissioners approved of Schmidt to lead the lunch/break discussion. Skillingstead noted she could not attend, as it is the same week of *Write Out Loud!*

4. Grants

Motion for approval of Horace Mann's revised Artist in Residency art project with their new budget amount of \$2,425.36 for the Arts Education Grant amount of \$1,500 by: Commissioner Tarapolsi
Second by: Commissioner Schmidt

Motion carried: 7-0 unanimous

B. Funding

None

C. Marketing

None

D. New Business

None

E. Youth Advocate Report

Doleac reported on the high school drama festival. A Thursday night Seattle dance troop will perform while judges are making their decisions. One more judge was needed for the shows on March 8, 10, 11, and 12. *Cochran volunteered to judge on Friday, March 12. Doleac will e-mail all Commissioners with dates, etc.* Neither Rolofson nor Doleac will be at the March RAC meeting.

VIII. Performing/Literary Arts

A. Project(s) Status

1. Winter Performance Series Attendance

Sambamurti reported on the Winter Performance Series (see Funding & Marketing).

2. Redmond Lights

Sambamurti met with Carleen Dixon and Skillingstead regarding artist selection and organization for the Redmond Lights event for 2004. Sambamurti is considering whether or not to make this commitment.

B. Funding

1. Donations Update

Sambamurti reported \$1,559 has been collected for tickets, including advance ticket sales for the next two shows. The business community has contributed \$300. The Commission would need to make an additional \$900 in order to break even. She encouraged all to come to the last two shows.

C. Marketing

1. Advertising Feedback

Sambamurti will distribute flyers for the remaining shows. She asked Commissioners to e-mail her with any additional ideas. *She will also send flyers to AT&T per Schmidt's suggestion.*

D. New Business

1. Arts in the Parks

a. New Venue

- Sambamurti proposed a new name for Arts in the Parks: “Alfresco,” which is Italian for “in the open air.”
- The Performing Arts Committee visited possible venues for the summer event:
 - ◇ Luke McRedmond had elevated street noise.
 - ◇ Although parking was problematic for Anderson Park, street noise was less, and it would provide a “green room” for costume changes.
- Sunday evening start time would change to 7:00 p.m. to help avoid sun in eyes for performers and patrons.
- Sambamurti noted a covered stage would be needed.

b. Program's Financial Need

Also needed is funding for the program. Sambamurti reported Safeco would not be contributing support this year, and Microsoft is re-assessing its commitment (unknown to date). Redmond Town Center is contributing \$1,500. Sambamurti will send out letters to sponsors to ask for money immediately.

McAlinden suggested that Arts in the Parks was an obvious candidate for the Tourism Grant, especially since historical data could be shown, and also since the event provides a more powerful economic draw. Skillingstead noted they could write up an application for that, too. Houghton mentioned that funding both could result in only half funding for both events. Bettencourt recommended applying for both Arts in the Parks and Outdoor Sculpture Exhibit at the funding levels needed, and also continue to do letters to sponsors at the same time. Tarapolsi suggested applying for less for the Outdoor Sculpture Exhibit. *Skillingstead and Tarapolsi will meet to discuss/decide options.*

c. Artist Selections

There are 13 artists who have been selected by the committee to perform at Arts in the Parks (handout provided). It is anticipated they would hold the teen show the

night of the skate board competition held at The Edge Skate Park. Sambamurti will work with Shannon Roach on this and report back to Commissioners.

Sambamurti showed and played video clips and sound samples of artist works for Arts in the Parks performances.

2. Task List for Sambamurti

- Finish work on sponsorship for Winter Performance Series.
- Send out sponsorship letters for Arts in the Parks.
- Work on venue/stage requirements for Arts in the Parks.
- Meet with Skillingstead and Shannon Roach, Teen Center, for Arts in the Parks Teen Center venue.
- Communicate with Arts in the Parks candidates.
- Work on scheduling Arts in the Parks shows.
- Update budget sheet for Winter Performance Series.
- Draw up budget projection for 2004 Arts in the Parks.
- Prepare and distribute flyers for *Circus Contraption*.

IX. ADJOURNMENT

Motion to adjourn by: Commissioner Schmidt

Second by: Commissioner Houghton

Motion carried: 7-0 unanimous

The meeting adjourned at 9:25 p.m.

Minutes prepared by Recording Secretary, Pam Maybee

NEXT REDMOND ARTS COMMISSION MEETING:

March 11, 2004

Old Redmond School House Community Center

7:00 p.m.